



**03/07 to 12/09**

**Little Tokyo Express Hixson, Tennessee**

**Assistant Manager /Server/Cashier**

- Perform new employee training in appropriate functional areas
- Assist in employee supervision and scheduling
- Assist in financial responsibilities
- Monitor inventories, shipments and supply trafficking
- Take lead in customer conflict resolution

**Skills**

- Active member of AGC student chapter and CSI
- Completed AGC blueprinting course
- Goal to become LEED accredited
- Proficient in Microsoft Office
- Excellent communication

**REFERENCES: Available Upon Request**